Research Administrators’ Network Meeting

AGENDA
October 27, 2020
2:00-3:30 p.m.
Michigan League Ballroom
Webcast - http://orsp.umich.edu/ran-meeting-live-stream

Welcome & Introductions
Cathy Liebowitz, RAAC Communications Subcommittee Chair
Andrea Anderson and Linda Chadwick, Guest Emcees

Research Development Services
Jill Jividen, Director of Research Development, UMOR

Wellness at the University of Michigan
Colleen Greene, Senior Wellness Coordinator, MHealthy

Updates
Office of Research & Sponsored Projects - Craig Reynolds, Executive Director, ORSP
Sponsored Programs - Debbie Talley, Director, Sponsored Programs
ITS - Carolyn Pappas, ERP Business Systems Analyst Lead, ITS
Navigate & Professional Development - Chris DeVries, RAAC Project Manager

Closing Remarks

RAN schedule for the rest of this Academic Year:
http://orsp.umich.edu/ran

Ideas for a future meeting?
Contact ran-plans@umich.edu

Brought to you by the Research Administration Advisory Council (RAAC) Communications Subcommittee.
Welcome to RAN!

October 27, 2020
Research Administrators’ Network (RAN) Meeting
Welcome!

RAAC Communications Subcommittee

- Constance Colthorp (ORSP/Spon Progs)
- Cindy Dames (ORSP)
- Lori Deromedi (UMOR)
- Chris DeVries (ORSP/Spon Progs)
- Dan Green (LSA)
- Cathy Liebowitz (ISR)
- Amy Lingle (Engineering)
- Daniela Marchelletta (ORSP)
- Becky O’Brien (UMSI)
- Eric Ward (ORSP)
- Tina Wells (UMTRI)
Housekeeping

- This event is being recorded
- Participants’ video and audio are automatically muted. Chat is disabled.
- Live captioning is turned on (you can disable this using your settings)
- You can submit questions via the Q&A function at the bottom of your screen.
Our agenda

● UMOR Staff Recognition Awards at 3:30 PM
● What we have planned for you today
  ○ Presentations from OVPR Research Development Services and MHealthy
  ○ Updates: ORSP, Sponsored Programs, ITS, Navigate, Professional Societies
  ○ Announcing ORSP’s 100th Anniversary
Guest Emcees

- Andrea Anderson
  - Associate Director, ORSP

- Linda Chadwick
  - Assistant Director, ORSP
ORSP Organization Chart

https://orsp.umich.edu/sites/default/files/orsp_lucid_org_chart_10.6.20_-_all_staff.pdf
Andrea’s Team

- Supports ORSP as the Associate Director, responsible for proposal and award management, process development, internal training, and keeping Craig from losing more hair.

- Project Representatives (PRs) are divided into two major teams:
  - Government Sponsors, led by Kathy Dewitt, Managing Project Representative
  - Private Sponsors, led by Patrick Woods, Managing Project Representative

- Ancillary Staff
  - Neil Carver, ORSP Training Specialist
  - Kate Strzempek, ORSP Project Senior Manager
Linda’s Team

- Supports ORSP as the Unit Administrator, responsible for overall business management (HR, budget, building operations, etc.) and keeping Craig’s hair from getting even more gray.

- Ancillary Team:
  - Communications, Constance Colthorp, Communication Manager
  - ORSP Metrics, led by Laura Dickey, Data Manager
  - ORSP Reception, Jane Santoro

- Support Staff Team, led by Tracy Schwab, Office Manager
  - Triage sponsor emails
  - Provides initial administrative check for incoming proposals
  - Initiates AWD/MOD processing for government and some private sponsor
  - Manages the RPPR, closeout, and sponsor registrations
ORSP is celebrating its 100th Anniversary!
Mortimer Elwyn Cooley - en.wikipedia.org

University of Michigan East Engineering Building, 1936, Ann Arbor District Library, Donated by Ann Arbor News.

Benjamin Bailey's patent #1,707,423, filed in 1925 and awarded April 2, 1929, for a single phase inductor motor.
Research Development Services

October 27, 2020
Research Administrators’ Network (RAN) Meeting
Jill Jividen, Director of Research Development
Who are we?

- Office of the Vice President for Research
- Report to Nick Wigginton, Asst. Vice President for Research
- Research Development team
  - Jill Jividen, Director
  - Jesse Johnston, Sr. Research Development Officer
  - Tricia McCain Ebright, Grants & Awards Manager
  - Mindy Lowe, Project Coordinator
What do we do?

- Research development = workshops, programs, services, tools or resources to help researchers be more strategic and competitive in pursuing research funding
- Institutional (or unit) strategy for catalyzing interdisciplinary research and growing research capacity
Faculty Grants & Limited Submissions

- Longstanding UMOR programs & services
- Weekly Limited Submission announcements
- Manage ~300 Limited Submissions in FY20
- Process ~$1M in internal grant funding
Workshops & Webinars

- 700+ faculty, staff, students & postdocs attended events in FY20
- Grantsmanship 101 webinar series launched in June
- Events hosted by OVPR & by request
- Topics include all aspects of grant writing, science communication, team science and more (ask us!)
Team Facilitations

- Ideation/brainstorming sessions
- Proposal planning
- Strategic planning for teams/units (long-term)
- Building networks
Proposal Development & Editing

- Funding consultations
- Large-scale proposal support (project management, document & letter drafts, etc.)
- Pink/Red team reviews
- Editing services: free, by request (3-5 business days turnaround)
Building Resources

- UMOR Proposal Library
- NIH S10 Toolkit
- Freelance Editors list
- Coming soon: Facilities & Resources templates
Changes afoot

- Limited Submission Funding Opportunity announcements will transition from weekly emails to the Research Blueprint (shorter & bimonthly, starting November 10)
- Developing & launching new Faculty Grants & Awards program
What else are we working on?

- Increased support for faculty in the arts, humanities & social sciences
- Protocols for institutional honors/prizes (e.g., NRC awards)
- Better preparing faculty to pursue large-scale funding opportunities
- Enhancing institutional strategy for obtaining large center/institute grants
- Improving communication & collaboration across units
- DEI in research (diversity in review process, broadening participation)
- RA collaboration: What PIs Need to Know about Budgets (coming in 2021!)
Connect with RD

● Email: Jill Jividen (jjgoff@umich.edu)
● Website: research.umich.edu/research-development
● Newsletter: Research Blueprint (sign up for RD news, funding opportunities, upcoming events)
● Limited Submissions: Current Opportunities
● UMOR Proposal Library
● Grantsmanship 101 Webinar Series recordings
● Upcoming event: Broader Impacts: Resources for Planning Successful Proposals & Projects (webinar, November 20, 1-2:30 pm)
ORSP 100th Anniversary!
Wellness at the University of Michigan

October 27, 2020
Research Administrators’ Network (RAN) Meeting
Colleen Greene, Wellness Coordinator Senior
Well-Being

How would you define well being?
Philosophy of Well-Being

- **Physical**: Practicing healthy behaviors around physical activity, nutrition, sleep, substance use, preventive exams; managing chronic conditions

- **Emotional & Mental**: Thriving while fully experiencing the diverse range of human emotions, experiences and vulnerabilities

- **Environmental**: Living in, working in and contributing to safe, healthy, and sustainable environments

- **Financial**: Developing knowledge and skills for managing financial decisions

- **Occupational**: Achieving and sustaining personal satisfaction and enrichment from one’s work

- **Social**: Developing a sense of connection and belonging, having a well-developed support system, and contributing to a healthy inclusive community

- **Intellectual**: Pursuing knowledge and skill development

- **Spiritual**: Expanding our sense of purpose and meaning in life
Self care

How would you define self care?
Definition of Self-care

The act of caring for oneself to maintain wellness and/or to prevent future illness or injury.

Self-care is not about self-indulgence, it's about self-preservation.

- Audrey Lorde

www.facebook.com/twuhealthstudies
Desk Stretches

**BACK**

Standing with knees slightly bent, place your palms on lower back just above your hips, fingers pointing downward. Gently push your palms forward to create an extension in the lower back. Repeat twice. Use this stretch after sitting for an extended period of time.

**LEGs**

Keeping back leg straight, with heel on floor, lean into wall until a stretch is felt in calf. Repeat with other leg. Repeat 2 times, 1-2 sessions per day.

Slowly pull elbow behind head until stretch is felt. Repeat with other elbow. Repeat 2 times, 1-2 sessions per day.

Sit with right leg bent over left leg and rest left hand on the outside of the upper thigh of the right leg. Now apply some controlled, steady pressure toward the left with your hand. As you do this, look over your right shoulder to get the stretch felling. Repeat on the other side.
Visualization
MHealthy Offerings

**Faculty and Staff Well-Being**
- Physical Activity
- Nutrition and Weight Management
- Ergonomics Awareness
- Alcohol and Tobacco Programs
- Flu Shots
- Chronic Health Conditions
- MHealthy Rewards

**Patient and Community**
- Project Healthy Schools
- Services for Patients and Community
- Services for Spouses, QQAs, and Retirees

**More from MHealthy**
- About MHealthy
- Resources for Managers
- MHealthy Champions
- MHealthy News and Events
- Contact MHealthy

Choose your way to well-being
Just a Few MHealthy Offerings

• Resource Coach
• Healthy recipes
• Alcohol Management and Tobacco Consultation
• Mental and Emotional Wellness
• FREE virtual Exercise and Relaxation Classes
Workplace
<table>
<thead>
<tr>
<th>Time</th>
<th>Monday 10/12/20</th>
<th>Tuesday 10/13/20</th>
<th>Wednesday 10/14/20</th>
<th>Thursday 10/15/20</th>
<th>Friday 10/16/20</th>
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<tbody>
<tr>
<td>8:00 AM</td>
<td></td>
<td>Resistance Band with Colleen</td>
<td>Interval Strength with Brett</td>
<td>Stability Ball Class with Craig</td>
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<tr>
<td>8:30 AM</td>
<td>Seated Movement and Flexibility with Colleen</td>
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<tr>
<td>12:00 PM</td>
<td>Stretch and Strengthen with Diana</td>
<td>Meditation with Wendy</td>
<td>Healthy Back with Brett</td>
<td>Yoga with Brett</td>
<td>Zumba with Shannon</td>
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<tr>
<td>4:30 PM</td>
<td></td>
<td>Abs and Back with Craig</td>
<td>Zumba with Colleen</td>
<td>HIIT with Brett</td>
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<tr>
<td>5:00 PM</td>
<td>Cardio Kickboxing with Isola</td>
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We are all in this TOGETHER
MHealthy Contact Info

www.mhealthy.umich.edu

mhealthy@umich.edu
ORSP 100th Anniversary!
ORSP Update

October 27, 2020
Research Administrators’ Network (RAN) Meeting
Craig Reynolds, Asst. Vice President for Research - Sponsored Projects
Breaking News from the ORSP Command Center (formerly known as “My Basement”)

- New Staff
- Contacting ORSP Best Practices
- International Activities Review Pilot
Welcome to the Team


Sabrina Wilson, Admin. Asst.
Kudos to One Exceptional Team Member!

David Mulder
Best Practices for Communicating with ORSP

- Check locally first: your supervisor, unit research administrator, dean’s office, etc. may have the answer!
- Request ORSP Action is still the preferred method
- Time-sensitive messages should describe consequences of being untimely
- ORSP phones **not** being forwarded to private numbers, per ITS
- Voicemails are computer-transcribed and forwarded via email
Best Practices for Communicating with ORSP

- Include the PAF, UFA, P/G or AWD rnumber and the PI’s name, along with a succinct description of the request
- Multiple communications are not helpful
- Multiple communications to different people aren’t helpful
- Google Chat is actively discouraged
International Activities Review Pilot

● Federal proposal “Other Support” reviewed at submission, “Just In Time,” or award acceptance if investigator answers “yes” to an International Engagement question on “Sign PAF” activity

● PI/Project Team notified if “Other Support” or M-Inform need updating

● AWD record will move to the state of “Compliance Hold” if “Other Support Review” not complete when ORSP signs off the award

● Once review and updates complete, AWD status will change to “Green.”
Agency Updates

- Federally Prohibited Equipment and Services
- DoE 486.1A Foreign Government Talent Recruitment Programs
Federally Prohibited Equipment and Services

- Prohibition against purchasing or using services/equipment from Huawei Technologies, ZTE, Hytera Communications, Hangzhou Hikvision Digital Technology, Dahua Technology, or any subsidiary or affiliate of such entities.

- Applies to Grants and Contracts
  - 2 CFR §200.216  Prohibition on certain telecommunications and video surveillance services or equipment
  - FAR 52.204-25  Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment
Sponsored Programs Update

October 27, 2020
Research Administrators’ Network (RAN) Meeting
Debbie Talley, Director, Finance-Sponsored Programs
Audits

- Single audit update
- NSF audit
  - Covers 3/1 - 9/30/20
  - Implementation of OMB guidance during COVID-19
Financial Status Reports

- 2128 reports due
- We need your help
  - Review and return reports asap
Changes to OCA invoice process

- Concurrence Receipt (CR) process is changing on November 10, 2020
- Online workflow and approval for RAs/PIs
- Requires Duo
- PIs/PDs will no longer need to print the CR
- Navigate Webinar on this topic:
  - Thursday, October 29 at 11:00 am.
  - Register by noon tomorrow.

M-Pathways Financials System will be used for the entire subrecipient invoice approval process.
ITS Update

October 27, 2020
Research Administrators’ Network (RAN) Meeting
Carolyn Pappas, ERP Business Systems Analyst Lead and Acting BSA Supervisor
eResearch Framework Upgrade

- eResearch Proposal Management upgrade to Version 9.0 brings some user interface changes and navigation improvements. This impacts all projects in eRPM: PAF, Award, SF424, SUBK, UFA, AARs, etc.
- Scheduled for the weekend of November 20-21\textsuperscript{st}.
  - Backup date is the weekend of December 5-6\textsuperscript{th}.
- Status of other eRes system upgrades:
  - Regulatory Management and M-Inform - completed.
  - Animal Management - upcoming.
Overview of Changes

- Jump To is now Forms Menu
- Hide/Show errors is now Validate
- Pop-ups are Slide-ins
- Relocated Navigation Buttons
- Continue where you left off
The Forms Menu

Old Look: Jump To at the top of a page

New Look: Forms pages appear on the side of the page:

- General Information
  - Introduction
  - Sponsor Information
  - Project Information
- People
  - Project Personnel
  - UM Investigators
  - Administrative Personnel
  - Project Administration
  - Project Personnel Details
- Budget
  - Budget Components
  - Budget and Time Period
- Space
  - Space for UM Investigators
  - General Space
Validate

Old Look: Hide/Show errors appeared at the bottom of the page.

New Look: Referred to as "Validate" and appears on side of page.
• Add, Update, Browse buttons to enter information opened a pop up window.
• New format is to slide in from the right side of the screen.
Relocated Navigation Buttons

Old Look: At the bottom of page; required scrolling.

New: The Exit, Save, and Continue buttons float at the bottom-right corner of the smartform. They always display and there's no more scrolling to bottom of the page.
The system remembers where you last were in an application.

Continue where you left off
Instructor-Led Courses

On Pause

- Fundamentals Course
- Advanced Budgeting Courses

Virtual Learning Pilots

- Budgeting Basics - Nov/Dec 2020
  - Participants identified from cancelled Spring BB and Fundamentals
  - Pilot course size limited to 15
- Uniform Guidance Cost Principles
  - Pilot course scheduled for Feb 2021
Webinars

Past Sessions

- Recording and materials available online

Upcoming Session:

- Subrecipient Invoice Approvals in M-Pathways
  - Thursday, October 29 at 11:00 am
  - Register by Wednesday, October 28, 2020 at 12:00 pm.

https://orsp.umich.edu/training-workshops/navigate-webinars
E-ssentials eLearning Modules

Reminder! eLearning Modules Available

- Cost Transfer
- Award Modification
- Financial Monitoring
- Effort Certification
- Understanding Effort
- Proposal Prep & Submission
- Pre-Close Out Analysis
- Cost of All Kinds
- Cost Share
- Project Close Out
- Financial Status Report
- UG Cost Principles
- Stewardship
RA Professional Development Resources

Research Administrator Competencies & Resources
Available on the Navigate Website!

RAMP↑ Mentoring Program - On Pause

- 6th cohort ended July 2020
- Evaluation of program to consider addressing mentoring needs virtually
Navigate Program

Questions? Comments?
Please email the Navigate Program Team at: navigate-research@umich.edu
Professional Development Update

October 27, 2020
Research Administrators’ Network (RAN) Meeting
Chris DeVries, RAAC Project Manager
Professional Development Update

- NCURA
- SRAI
- NORDP
- U-M Research Administration Forum
National Council of University Research Administrators (NCURA)

NCURA Workshops
- Financial Research Administration
  - March 15 & 16, 2021
- Pre-Award Research Administration
  - March 18 & 19, 2021

Go to ncura.edu for more information

NCURA Region IV
- Region IV Spring Meeting
  - April 25-28, 2021 in Minneapolis, MN

Go to ncuraregioniv.com for more information
Great Lakes Regional Meeting

- Rescheduled from November 2020 to late winter.

NORDP National Meeting

- Planned for early May 2021.
- Call for abstracts will be issued soon.

Go to nordpnews.org or nordp.org for more information.
Midwest Section
- Joint section meeting with Western Section
- May 2-5, 2021 in Phoenix, AZ.

Go to srainternational.org/michiganchapter/about-michigan-chapter or email msragroup@gmail.com.
U-M Research Administration Forum

- Our peer-to-peer information sharing forum is **live on Workplace**.
- Although Workplace is a Facebook product:
  - No Facebook account is required.
  - Workplace **does not link** to your Facebook account.
- Share tips and tricks, announcements, job postings, etc.
UMOR Staff Awards

- David Mulder
- Teresa Herrick
- Jane Sierra
- Michael Hess
UMOR Staff Award – David Mulder

- David has a twin brother.
- David won the Cub Scout Pinewood Derby in third grade.
- David had to be saved from falling into a dyke in Amsterdam.
- David once performed with the actor who played Poseidon (“Release the Kraken!”) in Clash of the Titans.

David Mulder
UMOR Staff Award – Teresa Herrick

- Teresa has a cat named Jaws who loves to make Zoom cameos.
- Teresa designed a playground and wrote a grant to fund it.
- Teresa once traveled to China and Hong Kong with 39 undergraduates.
- Teresa was in ROTC and can repel buildings and tear down a rifle.

Teresa Herrick
UMOR Staff Award – Jane Sierra

- Jane loves fantasy books. She was first introduced to the genre as a pre-teen with the Dragonriders of Pern series.
- Jane had a short stint in amatuer boxing until her nose was broken in a fight.
- Jane’s COVID stress relief involves making masks and crocheting.
UMOR Staff Award – Michael Hess

- Michael likes to travel and has even flown a plane alone.
- Michael provides technical expertise to research projects in the School of Information and Michigan Medicine.
- Michael has helped to build and maintain 20 different research projects across campus.
Thank you for attending RAN

Thank you for joining us today

Look for our follow-up survey

Save the Date! The first RAN of 2021 will be Thursday February 25th

Celebrate with colleagues by staying on-line for the UMOR Staff Recognition Awards, which will begin shortly